

## Academic Honesty Code Violation Form

Faculty, please fill out this form online and then print it for signatures. Send the original completed form to the Dean of Students. Please provide copies to the student, Academic Dean of Record, and keep one for yourself.

I. Student Name

Student ID

Faculty Name

Course/Section Number

II. Description of Honesty Code Violation                      Date Violation Occurred

III. Faculty Penalty (please specify)

Require the student to complete another assignment.

Assign a grade of F or Zero on the assignment

Assign a grade reduction on the assignment

Assign a final grade penalty for the course

IV. Resolution

Student accepts the penalty imposed

Student does not accept the penalty imposed and acknowledges his/her understanding that he/she has ten working days to file a letter of appeal with the Dean of Students. In the event a case of academic dishonesty is not resolved prior to the deadline for reporting a final grade to the registrar, the student shall receive a grade of Incomplete ("I") until the appropriate grade can be determined. If the appeal is not filed within ten days, the faculty penalty will be imposed.

V. By signing below, the student acknowledges understanding that he/she has been charged with an act of academic dishonesty as defined in the [Student Life Policies](#) and University Catalog.

Student Signature

Date

Faculty Signature

Date